



# DEFENSE LOGISTICS AGENCY

AMERICA'S COMBAT SUPPORT LOGISTICS AGENCY



## How to Enroll Application for Participation



# Enrollment

- To enroll in the 1033 Program:
  - An LEA must complete an Application for Participation
- The Chief Executive Official of the LEA must sign the application.
- The State Coordinator will validate/sign the application and forward to LESO for approval.
- Federal agencies work directly with the LESO
- LESO will approve/disapprove after it has been coordinated with DOJ, then the agency's new DODAAC will be sent to the State Coordinator, or for Federal, back to the agency.



# Application Information

- Located on our website:
  - <http://www.dispositionservices.dla.mil/leso/pages/default.aspx>
  - -“Forms” tab
  - -“LEA Application for Participation”
- Form fillable once downloaded to your computer
- Digital signature capable



# Common Mistakes

- New or Update Box not checked at the top of the form
- P.O. BOX – Must be a physical address
  - P.O. Box may be entered in the Mailing Address Block
- Not legible – Form Fillable and can be typed
- No SIGNATURES on application



# Application for Participation

**LAW ENFORCEMENT AGENCY (LEA)  
APPLICATION FOR PARTICIPATION**

\*This application must be updated and resubmitted within 30 days of any changes or on an annual basis

NEW  UPDATE  SCREENER ID (Update Only): \_\_\_\_\_

AGENCY: \_\_\_\_\_

PHYSICAL ADDRESS (No P.O. Box): \_\_\_\_\_

MAILING ADDRESS (If different than above): \_\_\_\_\_

CITY: \_\_\_\_\_ STATE: \_\_\_\_\_

ZIP: \_\_\_\_\_ EMAIL: \_\_\_\_\_

PHONE: \_\_\_\_\_ FAX: \_\_\_\_\_

**NUMBER OF COMPENSATED OFFICERS WITH ARREST AND APPREHENSION AUTHORITY**

FULL-TIME: \_\_\_\_\_ PART-TIME: \_\_\_\_\_ RESERVE: \_\_\_\_\_

**SCREENER(S) POC: MUST HAVE AT LEAST ONE**

\*MAIN POC: Designated POC for calls and emails on 1033 Program requests and property pickup

SCREENER/MAIN POC: \_\_\_\_\_

SCREENER/POC #2: \_\_\_\_\_

SCREENER/POC #3: \_\_\_\_\_

SCREENER/POC #4: \_\_\_\_\_

WEAPON POC (Optional): \_\_\_\_\_

AIRCRAFT POC (Optional): \_\_\_\_\_

**INVENTORY CHECK**

Does the Agency currently have any equipment from the 1208/1033 Program? YES  NO

WEAPONS: YES  NO  AIRCRAFT: YES  NO  WATERCRAFT: YES  NO

TACTICAL VEHICLES: YES  NO  OTHER CONTROLLED PROPERTY: YES  NO  DEMIL A: YES  NO   
(LESS THAN A YEAR OLD)

\*By signing this application, the Chief Executive Official/Head of Agency (Local Field Office) is aware of 1208/1033 Property currently in the possession of their department.

\*Upon acceptance into the 1033 Program, I understand that I have 30 days to familiarize myself with the State Plan of Operation and all 1033 Program guidance that is provided by the State Coordinator and that by signing, I certify that all information contained above is valid and accurate.

CHIEF EXECUTIVE OFFICIAL/ HEAD OF LOCAL AGENCY: \_\_\_\_\_ DATE: \_\_\_\_\_

PRINTED NAME

SIGNATURE

STATE COORDINATOR: \_\_\_\_\_ DATE: \_\_\_\_\_  
(NOT REQUIRED FOR FEDERAL)

PRINTED NAME

SIGNATURE

Ensure all contact information is accurate.

If printed versus typed, please make sure the print is legible.

Note that we have added a mailing address section (if different than the physical address) based on your feedback.

Applications must be updated when address or agency name changes occur. Work with your State Coordinator and Federal agencies work directly with the LESO.

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